

Town of Lincoln
Selectboard Organizational Meeting
March 6, 2024

{Draft} Meeting Minutes

<https://us06web.zoom.us/rec/share/2GNpS1wL63h3xWSwQa-22cIPiDUdQ4Ln5OMtxQvnLB1yhM4lGuR-bPJsUbMEadx0.x0nUa0Q49kJvejVr>

Vote format: YES/NO/Vacant, Absent, Abstention, Recusal

Meeting called to order at 6:30 PM.

Present: Conor McDonough, Tim McGowan, Amanda Allen, Viktor Atkins, Joe Martell

Other officials present: Van Talmage, Treasurer; Sally Ober, Clerk

Public present (via Zoom): Paul Forlenza, Marilyn Ganahl, Bill Finger, Mary Gemignani, Bay Jackson, Ken Stockman, Wendy McIntosh

MOTION by Tim, 2nd by Amanda to approve the agenda as written.

PASSED 5/0/0

Current Business and Authorizations

MOTION by Conor, 2nd by Amanda to elect Tim McGowan to be Board Chair.

PASSED 5/0/0

MOTION by Joe, 2nd by Amanda to elect Conor McDonough to be Board Vice Chair.

PASSED 5/0/0

MOTION by Conor, 2nd by Joe to approve holding regular meetings on the first and third Tuesday of each month at 6:30 PM.

- Good for continuity and to encourage participation. Tim often travels other days.
- The School Board wants to shift to the opposite Tuesdays and reached out to Tim. He let them know we'd likely stick with the traditional schedule, but when special meetings come up, they do tend to use the second and fourth Tuesdays.

PASSED 5/0/0

MOTION by Tim, 2nd by Joe to designate the following physical locations in the town for posting meeting notices: the bulletin board inside the door of the town office, the bulletin board outside the door of the town office, the bulletin board in the parking lot of the town office, the bulletin board at the Lincoln Library, and the bulletin board outside Burnham Hall.

PASSED 5/0/0

MOTION by Tim, 2nd by Conor to designate the *Addison Independent* as the town's newspaper of record for public notices.

PASSED 5/0/0

MOTION by Conor, 2nd by Amanda to authorize Tim to sign orders on behalf of the town.

- Orders are warrants, contracts, and certain permits.

- He wouldn't be signing without discussion or approval by the whole Board, only after a final decision.
- The Board can always motion to give individual authority to another member to sign off on certain orders.

PASSED 5/0/0

New Business

Discuss upcoming appointments (Treasurer, Asst Treasurer, Zoning Administrator, and more)

- It has been difficult to fill vacancies across the board for more than a year.
- Tim and Conor will split the outreach to sitting appointees and ask if they'd like to continue for another term.
- Amanda is interested in Transportation Advisory Committee. Ken Stockman expressed interest in DRB or anywhere he could have most impact. Bern Terry had signed up for the Comms Union Delegate.
- Kristyn will double check if SB members can be a part of DRB or PC.
- Sally asked for some kind of designation – she was formerly named an assistant treasurer – to continue taking tax payments so as not to turn people away when Van is not available.

MOTION by Tim, 2nd by Viktor to allow Sally Ober, town clerk, and Caroline Siegfried, assistant clerk, to continue collecting tax payments.

PASSED 5/0/0

Identify priorities for 3/19 and 4/2 meetings

- Establish SB leads for highway dept, public safety, budget and grants, and liaison with other boards.
 - Viktor suggested asking Dave Cavoretto who he would like to work with on the Board.
 - Amanda has grantwriting experience and would be happy to help out there. Tim could keep the budget process.
 - Need to talk more about what the public safety lead would do.
- Add to 3/19 agenda: Discussion of payment authorization process.
 - Current system is that the SB signs off on the invoice for a purchase already made, not the purchase. SB has agreed to a budgeted level of spending, then heads of depts OK the purchase, but the Board might want to have more cost control. Van prepares monthly budget reports and highlights the areas where things are off track.
- 3/19 Meet the staff to put faces to names and talk about each role.
- Van offered to walk new members through the financial processes and flow of money outside of a regular meeting in the future.

Selectboard Essentials Training available on 3/23 from 9-2:30 in Fairlee, VT

- SB members can let Kristyn know if they'd like to attend, and she will register them.
- Open Meeting Law and Public Records Act was discussed briefly – the training will go into greater detail on do's and don'ts.

Public Comment

Paul Forlenza - Congratulations to new Board members. He advised against allowing more than two SB members to meet, even informally or when no decisions are being made.

Bill Finger - Observed that when more than one person is talking at a time, it's hard to hear, particularly over Zoom but also in the meeting room. Be careful to speak in turn. He also seconded what Paul said - thank you for running and being willing to serve. Bill is willing to answer questions, particularly with grants that are already in progress, to see that plans are carried forward. The Selectboard is a collaborative environment and not a good place to come with any single agenda.

Bay Jackson - Thank you for stepping up to this role and congratulations. She learned that if you just show up at the meeting, you have an important role to play and will provide a service to the town, but the more you can prepare and do the work outside the meeting, the conversation and results will be much richer. She urged members not to be afraid to reach out to her.

Ken Stockman - Congratulations and well done. We look forward to supporting you.

Marilyn Ganahl - Congratulations to new members and she's looking forward to collaboration.

MOTION by Tim, 2nd by Conor to adjourn.

PASSED 5/0/0

Adjourned at 7:37 PM.

Respectfully submitted: Kristyn Brady